

VSH Governing Body Meeting Minutes

February 15, 2006

Type of meeting:	Oversight
Facilitator:	Paul Blake
Note taker:	Susan Fresolo
Governing Body Members:	Paul Blake; William Alexander; Steve Gold; Bill McMains; Tom Simpatico; Terry Rowe; Cindy LaWare;
Attendees:	Wendy Beinmer, Fawn Commo; Scott Perry

AGENDA TOPICS: APPROVAL OF MINUTES FROM 1-18-06, EXECUTIVE REPORT, MEDICAL DIRECTOR'S REPORT, OTHER BUSINESS

Discussed: Minutes from the January 18, 2006 Governing Body Meeting were reviewed for approval.

Conclusion: Minutes approved.

Action: Bill McMains made a motion to accept the minutes. Cindy LaWare seconded the motion; all in favor. Minutes approved.

Person Responsible: N/A

Due Date: N/A

Discussed: Executive Report (Terry Rowe)

Terry handed out the following reports: Governing Body Injuries and Events/Variance Report/January 2006, VSH Quality and Risk Management Team/Summary Report of Grievances Received/January 2006 and a sample copy of VSH Grievance Resolution Form. Reports were reviewed and discussed. Patient safety statistics reported that during the month of January, there were a total of 13 patient injuries and events. The report reflected that 10 employee injuries occurred and there was a sharp decrease of injuries from the 26 reported in December. Injuries have been trending downward since July. Comments and questions ensued about seizures, how injuries and events are reported, description of the severity level of an injury, what systems are in place for the first report of injury and how Workman's Compensation is alerted. Other discussion followed in regards to physical standard testing/health requirements for employees for particular positions held at VSH. There were a total of 7 variance reports in January showing an increase from the 5 variance reports reported in December. Terry stated that it was the first time that she was reporting about the Summary Report of Grievances Received at the hospital. Doreen Chambers and Terry decide which functional leader will get the report when a patient has submitted one. A good development for VSH will be to appoint a non-state of Vermont employee from VT Psychiatric Survivors to act as an advocate for the patients. Terry believes this will be comforting to the patients to have an advocate and for VSH to have a good working relationship with the VT Psychiatric Survivor's organization. VSH is also doing very well with employee grievances, meeting employee needs and that staff has an impact on how VSH is managing them.

Conclusion: Follow-up with Risk Management.

Action: Terry will follow-up with Risk Management regarding lowering patient injury.

Person Responsible: Terry Rowe

Due Date: March 15, 2006

Discussed: Medical Director's Report (Dr. Tom Simpatico)

Tom gave a progress report on the hiring of new core faculty members and stated that everything is going well. The selection committee is about to start phase two of the process and hope to complete the interviews within 6 weeks. They are considering 3 or 4 strong candidates and plan on giving these candidates a sampling of VSH and its operations. The faculty hired start dates will be determined by their availability. Tom discussed the creation of the Psychiatry Fellow Program and the first 2 years have been filled. Comments and questions ensued about their medical leadership training for and involvement in the public sector, direct patient care experience, responsibilities and whether the fellows would serve at VSH as well as other facilities. Tom stated that VSH is moving forward with their system overhaul in regards to the DOJ process request for the creation of a unified and reliable treatment plan documentation system. VSH will be working in conjunction with Fletcher Allen and utilizing the expertise of Dr. Jeff Geller who is nationally recognized and well respected. The intention is to effectively create templates, share information and policy development processing between both facilities. Tom introduced the new psychiatry manual and video tapes that are being purchased for the Life Skills area bringing new cutting edge information for the staff and patients. Larry Thompson, Psychologist, will be responsible for training the staff. Discussion ensued about the module and how well suited this information will be for patients and their after care program.

Conclusions: Follow-up on hiring of core faculty

Action: Tom will report back at the next meeting.

Person responsible: Dr. Tom Simpatico

Due Date: March 15, 2006

Discussed: Other Business

General discussion ensued about locus scoring, creating a shared and common system representing data and data collection, consistent discharge and CRT records, restraints and seclusions, emergency procedures standards, the well attended Psychiatry Seminar series, continued medical education and accreditation. Six computers were purchased for psychiatric technicians for training purposes and will be located in the library. Terry commented that the redirection efforts made by the staff after an injury had taken place were admirable. There are 2 slots open for the Governing Body Board and the recommendation is to appoint a patient family member and a consumer. Recommendations are now being processed and it was suggested to get an additional candidate so the Governor would have a broader choice in selecting the 2 appointees.

Conclusions: N/A

Action: N/A

Person responsible: N/A

Due Date: N/A

Discussed: Other Business

Board of Health: Licensing and Protection Agency did a recent survey at VSH for a regulatory compliance review and were impressed by the staff attitude and changes. A compliance report was scheduled to go to the Board of Health on February 15. On February 21, there will be an annual safety review done at VSH. \$1,000,000 has been spent doing renovations within the last year. Chart re-organization was discussed and what efforts are being made for consistency among the units. It was suggested that there will be training for the implementations plan and assigning supervisory staff to train.

Conclusions: N/A	
Action: N/A	
Person responsible: N/A	Due Date: N/A

Meeting adjourned at 3:00 p.m.